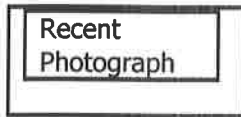


Application Form



Recent Photograph

1. Name of Position applying for:
2. Name of the candidate:
3. Father's Name:
4. Address:
 - a) Permanent:
 - b) Present:
- c) (i) Telephone/Mobile:
(ii) Email:
5. Date of Birth and Nationality:
6. Educational Qualifications: (from graduation to professional qualification)

| Sl. No. | Name of Degree | Board/ University | Institution/ Institution/ | Year of Passing | % of marks obtained |
|---------|----------------|----------------------|------------------------------|-----------------|------------------------|
| (1) | (2) | (3) | (4) | (4) | (5) |
| | | | | | |
| | | | | | |
| | | | | | |

7. One relevant Degree that needs to be considered as qualifying educational qualification in reference to the position applied for:

| Name of Degree | Board/ University | Institution/ Institution/ | Year of Passing | % of marks obtained |
|----------------|----------------------|------------------------------|-----------------|---------------------|
| (1) | (2) | (3) | (3) | (4) |
| | | | | |

(Note: 1. Candidate is required to mention one of the degrees from amongst mentioned under Educational Qualifications, that he/she wants to be considered as qualifying degree in reference to the position being applied for in the application. Information mentioned here will be considered for short listing purpose as far as qualifying educational qualification is concerned.

2. Marks must be provided in % form in column 4. If marks obtained are in the form of CGPA/GPA etc. then either proper conversion formula of the concerned university/institution must be given or marks must be mentioned as converted into percentage form. Marks given in CGPA/GPA form in application will be rejected).

8. Other Trainings [Indicate significant training since degrees under Sl. No. 6– Education]

9. Work experience/Employment Record [Starting with present position, list in reverse order every employment held since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, positions held]:

| S. No | From (Date) | To (Date) | Duration (Years. Months) | Employer / Organisation | Designation | Description of Duties |
|-------|-------------|-----------|--------------------------|-------------------------|-------------|-----------------------|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) |
| | | | | | | |
| | | | | | | |
| | | | | | | |

Note: 1. Exact dates of employment has to be filled in clearly in Columns 2 & 3.

2. Duration in a particular employment has to be given in Years. Months e.g. If a candidate has worked for 2 years and 6 months in an organisation it has to be filled as 2.6 in column 4 and if it is 2 years and 11 months then it has to be filled as 2.11 in column 4.

10. Languages [For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing]:

11. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned [Among the assignments in which the incumbent has been involved, indicate the following information for those assignments that best illustrate staff capability to handle the tasks listed under scope of work for the position]

- Name of assignment or project:
- Year: Location:
- Client
- Main project features: Positions held:
- Activities Performed:

12. Certification : *

I, the undersigned, certify that to the best of my knowledge and belief, this Application Form correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, at any stage.

Date:

[Signature of applicant]

*Application with certification as above not duly signed by the candidate will be rejected at the outset.

Note:

1. Candidates must attach:-

- a. Self attested copies of Certificates/Mark Sheets in support of the educational qualifications.
- b. Self attested copies Experience Certificate from respective Employer clearly indicating the date of joining, nature of works done and date of relieving. For the current employment, a copy of employment letter issued by the Employer indicating the date of joining.

2. Applications with insufficient information/without copies of self-attested certificates are liable to be rejected.